

UCOP Budget Office

2008-09 Plans &
Operations



What the UCOP Budget Office Is

- Went into operation last July 1
- The central budget management point for divisions and department in UCOP
- Source for official budget information
 - Expenditure authority
 - Recorded expenditures
- Resource for independent budget analysis

How the UCOP Budget Office Came About

- Historically no centralized budget development and management
- No budget reporting system
- No real central budget staff
- As part of Regents approval of 2008-09 budget, departmental and divisional budget responsibilities consolidated into one unit under EVP Katie Lapp
- Elimination of at least 9 departmental positions

What We Do

- Maintain official budget records for UCOP
 - Staffing
 - Supplies & expenses
 - Capital equipment
- Maintain budget reporting system (in development)
- Issue the call for annual budget preparation
- Work with divisions and departments on development of their budgets
- Summarize all proposed budgets for review by the EVP, President and Regents
- Review all travel, purchasing and recruitment requests

Who Does It

- Dave Jensen and Frances Chinn
 - Secretary and Chief of Staff for the Regents
 - The President's Immediate Office
 - Office of General Counsel
 - Most administrative departments reporting to the EVP, including HR&B, Financial Management, and Systemwide Budget/Facilities

Who Does It (contd.)

- Kristen Neal & Susan Shinomoto
 - All departments reporting to the Provost including Student Services, Strategic Planning, Academic Personnel, Agriculture & Natural Resources
 - Health Sciences & Services
- Susan Ohye
 - Information Resources & Communications
 - Lab Management
 - Remaining direct reports to the Regents, including Audit & Compliance, Treasurer
 - System administration and security

Current Activities

- 2009-10 budget development
- Completion of UCOP budget reporting system
- Daily review of purchase requests, travel requests, recruitments
- Monitoring of divisions, departments, funds
- Planning 2010-11 budget schedule

2009-10 Budget Development

- Original 2008-09 budget approved by Regents in May with deep FTE cuts, consolidations, and transfers of programs to campuses
- Followed almost immediately with November revisions and further reductions
- Budget concept refined to distinguish between restricted and unrestricted funds
- Budget approved at summary level that had lost direct connection to individual account/fund allocations

2009-10 Budget Development (contd.)

- Had to wait to Regents approval of revised 08-09 before we could begin 2009-10
- 2008-09 is base for 2009-10
- Issued the budget call just before Thanksgiving, with proposals due back right after New Years
- Consolidations still under way
- ANR and Academic Affairs both being reorganized
- UCOP-wide target of about 10% in unrestricted funds

2009-10 Budget Development (contd.)

- Have prepared departmental summaries for review by EVP
- After review by President Yudof, final package will be assembled this month for presentation to the Regents at March meeting
- Discussion by Regents followed by amendment and approval at May meeting
- Input approved budget in time for monthly reporting on July 1
- Will begin 2010-11 budget in September

Budget Reporting System

- Expenditure data available in UCLA financial system
- Budget data not user friendly
- Have developed a budget reporting system that is ready for roll-out once we can convert summary budgets back into account/fund detail
- Will begin budget 2008-09 input to UCLA system as soon as 2009-10 budget has been turned over to the Regents later this month
- System will draw from UCLA financials, but will be more accessible to users
- Hope to have data available in new reporting system by the end of next month

Thank you

